

## Checklist - In-State Graduates for Original Teaching License-Rules 2002

Educators that completed an education program at an Indiana institution are encouraged to apply using the [Teacher On-line Licensing System](#), check with your institutions licensing advisor for more information.

- Complete the entire Application for Indiana Educator License, [State Form 9331](#).
- Answer Section E questions 1-3. Sign your name verifying that the information on the application is accurate.
- Attach a \$35.00 cashier's check or money order, made payable to the State of Indiana, to the application. **Applications with cash or personal checks will be returned. ALL FEES ARE NON-REFUNDABLE.**
- [CPR/ Heimlich maneuver certification](#), please visit our website for more information and a list of acceptable providers.

Submit all materials to the licensing advisor at the Indiana institution where you completed a teacher preparation program.

NOTE: The licensing advisor will provide the Office of Educator Licensing and Development with a recommendation for the appropriate license, verifying that you have completed an approved program and the necessary exams.